

MINUTES
HUNTINGTON BEACH OFFICE OF THE ZONING ADMINISTRATOR
Lower Level, Room B-8 - Civic Center
2000 Main Street
Huntington Beach California

WEDNESDAY, APRIL 16, 2025 - 1:30 P.M.

ZONING ADMINISTRATOR: Joanna Cortez

STAFF MEMBER: Hayden Beckman, Marco Cuevas Jr., Michelle Romero

PUBLIC COMMENTS: **NONE**

ITEM 1: COASTAL DEVELOPMENT PERMIT NO. 25-001 (ZUMWALT ADDITION):

APPLICANT: Jon Roberts, 11982 Mayfield Avenue, Unit B, Los Angeles CA 90049

PROPERTY OWNER: Richard and Nanette Zumwalt, 3432 Windspun Drive, Huntington Beach CA 92649

REQUEST: To permit an addition and remodel of an existing three-story attached single-family residence that consists of a 134 sq. ft. first floor addition, a 65 sq. ft. addition and 32 sq. ft. deck on the second floor, and a 300 sq. ft. addition and 139 sq. ft. deck on the third floor at the existing maximum overall height of 28 feet.

ENVIRONMENTAL STATUS: This request is covered by Categorical Exemption, Section 15303, Class 3, California Environmental Quality Act.

LOCATION: 3432 Windspun Drive, 92649 (South side of Windspun Drive, East of Surprise Lane)

CITY CONTACT: Hayden Beckman

THE PUBLIC HEARING REMAINED OPENED FROM THE LAST HEARING FOR THE CONTINUED ITEM.

Hayden Beckman, Senior Planner, stated that there were no changes were made to the request or plans. He noted that the property owner did engage with the adjacent resident in reference to concerns stated at the last hearing. He also confirmed that the HOA's approval was on the record for this project with its full scope.

Joanna Cortez, Zoning Administrator, had no questions for staff.

Nanette Zumwalt, property owner, had no comments or concerns with staff's recommendations.

THERE WAS NO ONE ELSE PRESENT TO SPEAK FOR OR AGAINST THE REQUEST AND THE PUBLIC HEARING WAS CLOSED.

Ms. Cortez stated that she would approve the request as recommended by staff.

COASTAL DEVELOPMENT PERMIT NO. 25-001 WAS APPROVED BY THE ZONING ADMINISTRATOR WITH THE FOLLOWING FINDINGS AND CONDITIONS OF APPROVAL. STAFF STATED THAT THE ACTION TAKEN BY THE ZONING ADMINISTRATOR MAY BE APPEALED TO THE PLANNING COMMISSION WITHIN TEN (10) CALENDAR DAYS.

FINDINGS FOR PROJECTS EXEMPT FROM CEQA:

The Zoning Administrator finds that the project will not have any significant effect on the environment and is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines because the project would develop an addition less than 50 percent of existing floor area of an existing single-family residence within an existing urbanized residential zone.

FINDINGS FOR APPROVAL - COASTAL DEVELOPMENT PERMIT NO. 25-001:

1. Coastal Development Permit No. 25-001 to permit an addition and remodel of an existing three-story attached single-family residence that consists of a 134 sq. ft. first floor addition, a 65 sq. ft. addition and 32 sq. ft. deck on the second floor, and a 300 sq. ft. addition and 139 sq. ft. deck on the third floor at the existing maximum overall height of 28 feet conforms with the General Plan, including the Local Coastal Program because the project is consistent with the Coastal Element Land use Policy C 1.1.1 to encourage new development to locate within, contiguous to or in close proximity to existing developed areas able to accommodate it. The proposed development will occur entirely on a developed site, contiguous to properties developed with existing attached single-family residential uses.
2. Coastal Development Permit No. 25-001 to permit an addition and remodel of an existing three-story attached single-family residence that consists of a 134 sq. ft. first floor addition, a 65 sq. ft. addition and 32 sq. ft. deck on the second floor, and a 300 sq. ft. addition and 139 sq. ft. deck on the third floor at the existing maximum overall height of 28 feet is consistent with the requirements of the CZ Overlay District, the base zoning district, as well as other applicable provisions of the Municipal Code because the project will comply with all applicable development regulations, including maximum building height, minimum yard setbacks, lot coverage, and privacy design standards.
3. At the time of occupancy, the proposed development can be provided with infrastructure in a manner that is consistent with the Local Coastal Program because Coastal Development Permit No. 25-001 to permit an addition and remodel of an existing three-story attached single-family residence that consists of a 134 sq. ft. first floor addition, a 65 sq. ft. addition and 32 sq. ft. deck on the second floor, and a 300 sq. ft. addition and 139 sq. ft. deck on the third floor at the existing maximum overall height of 28 feet is located in an urbanized area with all necessary services and infrastructure available, including water, sewer, and roadways.
4. Coastal Development Permit No. 25-001 to permit an addition and remodel of an existing three-story attached single-family residence that consists of a 134 sq. ft. first floor addition, a 65 sq. ft. addition and 32 sq. ft. deck on the second floor, and a 300 sq. ft. addition and 139 sq. ft. deck on the third floor at the existing maximum overall height of 28 feet conforms with the public access and public recreation policies of Chapter 3 of the California Coastal Act in that the project will not impede public access, recreation, or views to coastal resources.

CONDITIONS OF APPROVAL – COASTAL DEVELOPMENT PERMIT NO. 25-001:

1. The site plan, floor plans, and elevations received February 25, 2025, shall be the conceptually approved layout.
2. Prior to submittal of building permits, the following shall be completed: Zoning entitlement conditions of approval shall be printed verbatim on one of the first three pages of all the working drawing sets used for issuance of building permits (architectural, structural, electrical, mechanical, and plumbing) and shall be referenced in the sheet index. The minimum font size utilized for printed text shall be 12 point.
3. Prior to issuance of building permits, the applicant shall provide the Community Development Department a copy of the Homeowner's Association (HOA) approval letter for the scope of work submitted on February 25, 2025.
4. During demolition, grading, site development, and/or construction, the following shall be completed:
 - a. Construction equipment shall be maintained in peak operating condition to reduce emissions.
 - b. Use low sulfur (0.5%) fuel by weight for construction equipment.
 - c. Truck idling shall be prohibited for periods longer than 10 minutes.
 - d. Attempt to phase and schedule activities to avoid high ozone days first stage smog alerts.
 - e. Discontinue operation during second stage smog alerts.
 - f. Ensure clearly visible signs are posted on the perimeter of the site identifying the name and phone number of a field supervisor to contact for information regarding the development and any construction/grading activity.
5. Prior to issuance of final building permits, the following shall be completed:
 - a. All improvements must be completed in accordance with approved plans.
 - b. Compliance with all conditions of approval specified herein shall be verified by the Community Development Department.
 - c. All building spoils, such as unusable lumber, wire, pipe, and other surplus or unusable material, shall be disposed of at an off-site facility equipped to handle them.
6. The applicant and/or applicant's representative shall be responsible for ensuring the accuracy of all plans and information submitted to the City for review and approval.
7. Coastal Development Permit No. 25-001 shall become null and void unless exercised within two years of the date of final approval or within one year of the date of final Coastal Development Permit approval by the Coastal Commission if the Coastal Development Permit is appealed, or such extension of time as may be granted by the Director pursuant to a written

request submitted to the Community Development Department a minimum 30 days prior to the expiration date.

8. The Development Services Departments and divisions (Building & Safety, Fire, Planning and Public Works) shall be responsible for ensuring compliance with all applicable code requirements and conditions of approval. The Director of Community Development may approve minor amendments to plans and/or conditions of approval as appropriate based on changed circumstances, new information or other relevant factors. Any proposed plan/project revisions shall be called out on the plan sets submitted for building permits. Permits shall not be issued until the Development Services Departments have reviewed and approved the proposed changes for conformance with the intent of the Zoning Administrator's action. If the proposed changes are of a substantial nature, an amendment to the original entitlement reviewed by the Zoning Administrator may be required pursuant to the provisions of HBZSO Section 241.18.

INDEMNIFICATION AND HOLD HARMLESS CONDITION:

The owner of the property which is the subject of this project and the project applicant if different from the property owner, and each of their heirs, successors and assigns, shall defend, indemnify and hold harmless the City of Huntington Beach and its agents, officers, and employees from any claim, action or proceedings, liability cost, including attorney's fees and costs against the City or its agents, officers or employees, to attack, set aside, void or annul any approval of the City, including but not limited to any approval granted by the City Council, Planning Commission, or Design Review Board concerning this project. The City shall promptly notify the applicant of any claim, action or proceeding and should cooperate fully in the defense thereof.

ITEM 2: COASTAL DEVELOPMENT PERMIT NO. 24-035 (WANG RESIDENCE):

APPLICANT:	Husam Alsakka, 19738 Marsala Drive, Yorba Linda, CA 92886
PROPERTY OWNER:	Raymond and Shirley Wang, 16795 Bolero Lane, Huntington Beach, CA 92649
REQUEST:	To permit the remodel of and addition to an existing 3,812 sq. ft. two-story single family residence including 190 sq. ft. to create a third car garage, 81 sq. ft. to enlarge the front entry area, 253 sq. ft. addition to the living room and kitchen area, a 65 sq. ft. outdoor staircase, a 196 sq. ft. lattice patio cover, and remodeling of the second floor at an overall height of 23 ft. 6 in.
ENVIRONMENTAL STATUS:	This request is covered by Categorical Exemption, Section 15301, Class 01, California Environmental Quality Act.
LOCATION:	16795 Bolero Lane, 92649 (West side of Bolero Lane, South of Nalu Circle, North of Finisterre Drive)
CITY CONTACT:	Marco Cuevas Jr.

Marco Cuevas Jr., Associate Planner, displayed project plans and stated the purpose, location, zoning, and existing use of the subject site. Staff provided an overview of the proposed project and the suggested findings and conditions for approval as presented in the executive summary. Staff received no public comments on the proposed project. He noted that the public notice had the incorrect square footage for the lattice patio cover.

Joanna Cortez, Zoning Administrator, had no questions for staff.

THE PUBLIC HEARING WAS OPENED.

Husam Alsakka, applicant, had no comments or concerns with staff's recommendations.

THERE WAS NO ONE ELSE PRESENT TO SPEAK FOR OR AGAINST THE REQUEST AND THE PUBLIC HEARING WAS CLOSED.

Ms. Cortez stated that she would approve the request as recommended by staff.

COASTAL DEVELOPMENT PERMIT NO. 24-035 WAS APPROVED BY THE ZONING ADMINISTRATOR WITH THE FOLLOWING FINDINGS AND CONDITIONS OF APPROVAL. STAFF STATED THAT THE ACTION TAKEN BY THE ZONING ADMINISTRATOR MAY BE APPEALED TO THE PLANNING COMMISSION WITHIN TEN (10) CALENDAR DAYS.

FINDINGS FOR PROJECTS EXEMPT FROM CEQA:

The Zoning Administrator finds that the project will not have any significant effect on the environment and is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines because the project would develop an addition less than 50 percent of the existing floor area of an existing single-family residence within an existing urbanized residential zone.

FINDINGS FOR APPROVAL - COASTAL DEVELOPMENT PERMIT NO. 24-035:

1. Coastal Development Permit No. 24-035 to permit the remodel and additions to an existing 3,812 sq. ft. two-story single family residence including 190 sq. ft. to create a third car garage, 81 sq. ft. to enlarge the front entry area, 253 sq. ft. addition to the living room and kitchen area, a 65 sq. ft. outdoor staircase, a 133 sq. ft. lattice patio cover, and remodeling of the second floor at an overall height of 23 ft. - 6 in. conforms with the General Plan, including the Local Coastal Program because the project is consistent with the Coastal Element Land use Policy C 1.1.1 to encourage new development to locate within, contiguous to or in close proximity to existing developed areas able to accommodate it. The proposed development will occur entirely on a developed site, contiguous to properties developed with existing single-family residential uses.
2. Coastal Development Permit No. 24-035 To permit the remodel and addition to an existing 3,812 sq. ft. two-story single family residence including 190 sq. ft. to create a third car garage, 81 sq. ft. to enlarge the front entry area, 253 sq. ft. addition to the living room and kitchen area, a 65 sq. ft. outdoor staircase, a 133 sq. ft. lattice patio cover, and remodeling of the second floor at an overall height of 23 ft. - 6 in. is consistent with the requirements of the CZ Overlay District, the base zoning district, as well as other applicable provisions of the Municipal Code because the project will comply with all applicable development regulations, including maximum building height, minimum yard setbacks, lot coverage, and privacy design standards.
3. At the time of occupancy, the proposed development can be provided with infrastructure in a manner that is consistent with the Local Coastal Program because Coastal Development Permit No. 24-035 to permit the remodel and addition to an existing 3,812 sq. ft. two-story single family residence including 190 sq. ft. to create a third car garage, 81 sq. ft. to enlarge the front entry area, 253 sq. ft. addition to the living room and kitchen area, a 65 sq. ft. outdoor

staircase, a 133 sq. ft. lattice patio cover, and remodeling of the second floor at an overall height of 23 ft. - 6 in. is located in an urbanized area with all necessary services and infrastructure available, including water, sewer, and roadways.

4. Coastal Development Permit No. 24-035 to permit the remodel and addition to an existing 3,812 sq. ft. two-story single family residence including 190 sq. ft. to create a third car garage, 81 sq. ft. to enlarge the front entry area, 253 sq. ft. addition to the living room and kitchen area, a 65 sq. ft. outdoor staircase, a 133 sq. ft. lattice patio cover, and remodeling of the second floor at an overall height of 23 ft. - 6 in. conforms with the public access and public recreation policies of Chapter 3 of the California Coastal Act in that the project will not impede public access, recreation, or views to coastal resources.

CONDITIONS OF APPROVAL – COASTAL DEVELOPMENT PERMIT NO. 24-035:

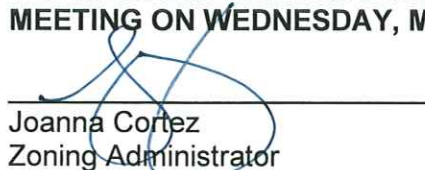
1. The site plan, floor plans, and elevations received January 15, 2025, shall be the conceptually approved layout.
2. Prior to submittal of building permits, the following shall be completed: Zoning entitlement conditions of approval shall be printed verbatim on one of the first three pages of all the working drawing sets used for issuance of building permits (architectural, structural, electrical, mechanical, and plumbing) and shall be referenced in the sheet index. The minimum font size utilized for printed text shall be 12 point.
3. During demolition, grading, site development, and/or construction, the following shall be completed:
 - a. Construction equipment shall be maintained in peak operating condition to reduce emissions.
 - b. Use low sulfur (0.5%) fuel by weight for construction equipment.
 - c. Truck idling shall be prohibited for periods longer than 10 minutes.
 - d. Attempt to phase and schedule activities to avoid high ozone days first stage smog alerts.
 - e. Discontinue operation during second stage smog alerts.
 - f. Ensure clearly visible signs are posted on the perimeter of the site identifying the name and phone number of a field supervisor to contact for information regarding the development and any construction/grading activity.
4. Prior to issuance of final building permits, the following shall be completed:
 - a. All improvements must be completed in accordance with approved plans.
 - b. Compliance with all conditions of approval specified herein shall be verified by the Community Development Department.
 - c. All building spoils, such as unusable lumber, wire, pipe, and other surplus or unusable material, shall be disposed of at an off-site facility equipped to handle them.

5. The applicant and/or applicant's representative shall be responsible for ensuring the accuracy of all plans and information submitted to the City for review and approval.
6. Coastal Development Permit No. 24-035 shall become null and void unless exercised within two years of the date of final approval or within one year of the date of final Coastal Development Permit approval by the Coastal Commission if the Coastal Development Permit is appealed, or such extension of time as may be granted by the Director pursuant to a written request submitted to the Community Development Department a minimum 30 days prior to the expiration date.
7. The Development Services Departments and divisions (Building & Safety, Fire, Planning and Public Works) shall be responsible for ensuring compliance with all applicable code requirements and conditions of approval. The Director of Community Development may approve minor amendments to plans and/or conditions of approval as appropriate based on changed circumstances, new information or other relevant factors. Any proposed plan/project revisions shall be called out on the plan sets submitted for building permits. Permits shall not be issued until the Development Services Departments have reviewed and approved the proposed changes for conformance with the intent of the Zoning Administrator's action. If the proposed changes are of a substantial nature, an amendment to the original entitlement reviewed by the Zoning Administrator may be required pursuant to the provisions of HBZSO Section 241.18.

INDEMNIFICATION AND HOLD HARMLESS CONDITION:

The owner of the property which is the subject of this project and the project applicant if different from the property owner, and each of their heirs, successors and assigns, shall defend, indemnify and hold harmless the City of Huntington Beach and its agents, officers, and employees from any claim, action or proceedings, liability cost, including attorney's fees and costs against the City or its agents, officers or employees, to attack, set aside, void or annul any approval of the City, including but not limited to any approval granted by the City Council, Planning Commission, or Design Review Board concerning this project. The City shall promptly notify the applicant of any claim, action or proceeding and should cooperate fully in the defense thereof.

THE MEETING WAS ADJOURNED AT 1:39 P.M. TO THE NEXT REGULARLY SCHEDULED MEETING ON WEDNESDAY, MAY 7, 2025, AT 1:30 P.M.


Joanna Cortez
Zoning Administrator

JC:mr